

Module 2

Personal Planning

In this module, we will discuss:

- *Pandemic Flu Personal Emergency Plan*, including
 - Advance directives for health care
 - Stockpiling
- Pandemic flu planning at school and work
- Financial hardship
- Healthy habits

In Module 1, you learned that a flu pandemic could overwhelm the health care system, close schools, and shut down businesses that communities rely on every day. No one can predict or control when or how severely a pandemic will strike, but you can take actions now that will help protect you and your loved ones.



Pandemic Flu Personal Emergency Plan

A pandemic flu plan is important for several reasons. A flu pandemic, like other disasters, can happen quickly. Emergency systems may be overwhelmed. Supplies may not be available.

Is it possible to prepare for it? Well, it takes time to make care plans and get the items you need. Use the time that's available *before* a pandemic to get organized and prepared so you can rely on yourself, if necessary.

Read the *Pandemic Flu Personal Emergency Plan* at the end of this module. Consider the notes on the following pages as you work through the plan.

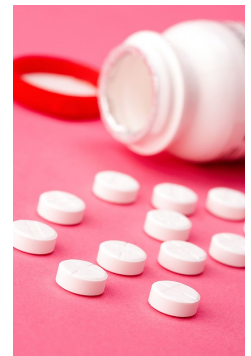
The plan has four major parts: identifying emergency contacts, developing a care plan, gathering medical information, and stockpiling necessities such as food, water and medications.

Be sure to write the date in the upper right corner of the first page. Change the date when you review and update your plan every six months.



Pandemic Influenza Awareness Program

This program is made possible by the New Jersey Office of Homeland Security and Preparedness and the New Jersey Department of Health and Senior Services.



EMERGENCY CONTACTS (page 2 of the Personal Emergency Plan)

A pandemic can arrive with very little warning. Gather emergency contact information on page 2. Copy the completed sheet, give it to each member of your household and save the phone numbers on their cell phones. Each of you should know whom to contact in an emergency. If the pandemic is severe, you should have an out-of-town contact, at least 100 miles away. This is important because during an emergency, local phone lines could be busy. It might be easier to make a long distance phone call to let someone know you are okay.



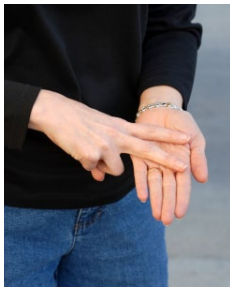
CARE PLAN (page 3 of the Personal Emergency Plan)

Before a pandemic, spend the time to find back-up care for family members and write it down on page 3. In the middle of a pandemic, finding child care and elder care may be incredibly difficult if schools and day care centers close. Remember pet care in your plans if you have a pet.

Plan to check on elderly and disabled relatives and friends. You may want to run errands for family, friends or neighbors who are at higher risk of getting the flu because of other medical problems or who have difficulty getting around.



Finding child care and elder care may be incredibly difficult if schools and day care centers close.



A resource for people with special needs is listed at the end of this module.

People With Special Needs

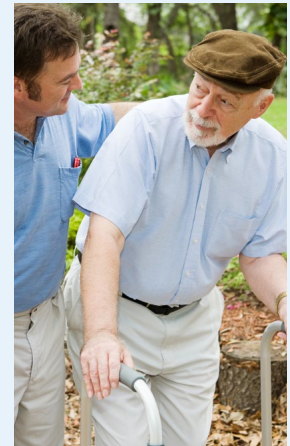
MAINTAINING INDEPENDENCE: For those who depend on supplies or services coming to them at home, including personal care attendants, meals-on-wheels, home health aides or family caregivers

COMMUNICATION: For people who have a hearing, speech, language, visual or cognitive limitation

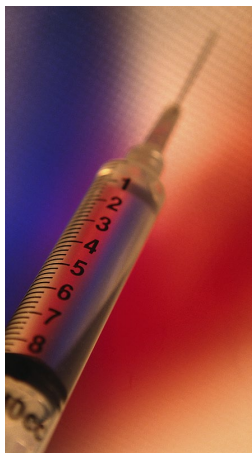
SUPERVISION: Unaccompanied children or any adult who requires daily supervision

TRANSPORTATION: Anyone who requires accessible transportation, who lacks transportation or who depends on mass transit

MEDICAL CARE: For those who live with a chronic condition and are not self-sufficient. These people may need assistance with managing unstable, terminal or contagious conditions that require observation and ongoing treatment; managing intravenous therapy, tube feeding and vital signs; receiving dialysis, oxygen or suction administration; managing wounds; or operating power-dependent equipment to sustain life.



A resource for people with special needs is listed at the end of this module.



The flu can increase your risk of bacterial infections of the lung, like pneumonia.

Pneumococcal vaccinations are recommended for people who are:

- Under 5 years old
- Aged 65 years or older
- Have certain medical conditions

Ask your health care provider for more information.



MEDICAL INFORMATION (page 4 of the Personal Emergency Plan)

Gather medical information on page 4. Add a separate sheet for people whose information won't fit in the space provided. Having this information organized and handy will make it easier if you need help from a health care provider during a pandemic. If the person had a pneumococcal vaccination, write the date in the box on the right side.

In addition, consider drafting an advance directive for health care.

CARE PLAN

Advance Directives for Health Care

By preparing a health care proxy (also known as a proxy directive), you can name a person you trust and give that person the legal authority to make medical decisions for you – if you are in need of medical care and unable to make health care decisions. The person you choose, your “proxy,” will be your substitute in health care discussions and decisions with your doctor and others responsible for your care.

A living will (also known as an instruction directive) is another way to be involved in your future medical care. You can decide in advance what treatment you would want and put that decision in writing, or you may name someone else, who understands and shares your values, to exercise that right for you in the event that you are unable to speak for yourself.



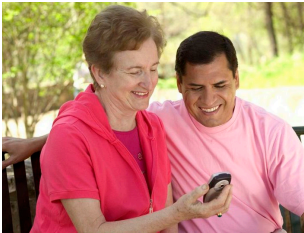
If you would like to know more about advance directives, information and forms can be found on a website listed at the end of this module (and on page 4 of your *Pandemic Flu Personal Emergency Plan*). A copy of the advance directives should be given to your primary physician and to your proxy. On page 4 of the plan, check “yes” for individuals who have advance directives. Keep another copy in your *Pan Flu Resources* folder.

INSURANCE INFORMATION (page 5 of the Personal Emergency Plan)

Record your insurance information, including life, medical and homeowners.

PET INFORMATION (page 5 of the Personal Emergency Plan)

Record information here if you have a pet.



Use the time that's available before a pandemic to get organized and prepared so you can rely on your own resources, if necessary.



QUIZ 1

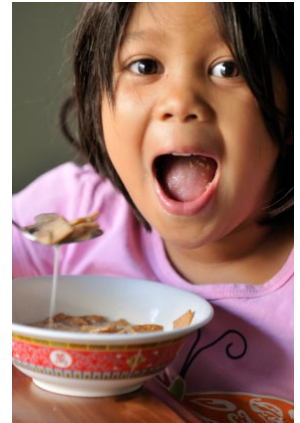
What should be in your *Pandemic Flu Personal Emergency Plan*?

- ☐ A: List of emergency contacts
- ☐ B: List of care providers
- ☐ C: Medical and insurance information
- ☐ D: All of the above

Answers are at the end of this module.

Stockpiling (page 6 of the Personal Emergency Plan)

What happens when a hurricane is forecast? Local stores often run out of the critical supplies everyone needs – from batteries to bottled water. With a pandemic, that same scene could play out across the country. Shortages of everything from thermometers to cough medicines are predicted. If you cannot get to a store, or if stores are out of supplies, it would be good for you to have extra supplies on hand. This can also be useful in other types of emergencies, such as power outages.



In a flu pandemic, shortages of everything from thermometers to cough medicines are predicted.

Find a relatively cool, dry place to store supplies. Stockpile specific items your family will need; consider food allergies and the needs of infants and toddlers. Be sure to check expiration dates and follow the practice of first-in, first-out. Spread out the costs by buying a few extra items each time you shop for groceries. Use the checklist on page 6 of the *Pandemic Flu Personal Emergency Plan* as a guideline. Taking steps to stockpile your supplies now will help you:

- Provide food, water and medicine in a time of crisis
- Reduce your exposure to people who may be sick during a pandemic so you don't bring the flu back into your home
- Avoid price increases when shortages occur
- Avoid the disorder and confusion that may happen during a pandemic

Read the *Food and Water in an Emergency* resource at the end of this module. Pages 2 to 4 contain valuable information about shelf-life of foods for storage. Keep it in your *Pan Flu Resources* folder.



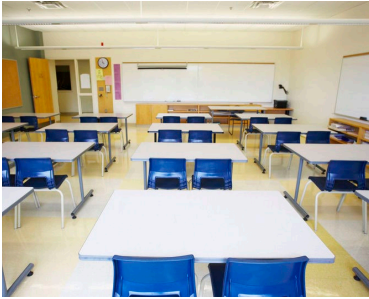
QUIZ 2

All of these are reasons to stockpile for a pandemic, EXCEPT:

- ☐ A: Food and supplies will be more expensive when a pandemic arrives.
- ☐ B: Food and medical supplies will be widely available during a pandemic.
- ☐ C: Stockpiling will reduce my chances of bringing the flu into my home.
- ☐ D: I can provide for my household in a time of crisis.

Answers are at the end of this module.

Pandemic Flu and Your Child's School



If you have a child, their routine could be radically disrupted on very short notice. Schools – from preschools for toddlers to colleges for adults – could all close to limit the spread of the flu. School-related activities, such as clubs, sports or music activities, may be suspended as well. Many schools have already developed plans specifically for a flu pandemic, and parents should consider asking school leaders these basic questions.

- Does the school have a flu pandemic plan?
- Does the plan include ways for children to learn at home if schools are closed? What distance learning options are being developed or considered?
- How will school closure and reopening be decided and announced?

Child care



Does your school's pandemic flu plan include ways for children to learn at home if schools are closed?

If child care is needed for days or weeks, parents can develop a support system with co-workers, friends, relatives, neighbors or other families. Consider coordinating with two or three families to provide care for children, so parents can go to work. Limit the number of children to five to provide a safe, manageable number of children to be watched by one adult. Reduce this number for infants and toddlers, since they need more supervision. Keeping the same children together each day limits their exposure to others and makes it less likely they will catch the flu.



QUIZ 3

How might child care be affected during a flu pandemic?

- ☐ A: Schools and day care centers may be closed
- ☐ B: Family and friends may be sick, too
- ☐ C: Coordination with other families may be needed to provide care
- ☐ D: All of the above

Answers are at the end of this module.

Pandemic Flu and the Workplace



A pandemic could cause absenteeism and unemployment as workers stay home because they are sick, caring for others or afraid they'll get sick by leaving home.



Start now by doing the small things that add up slowly and steadily over time to create financial protection.

Make no mistake – a pandemic could cause absenteeism and unemployment as workers stay home because they are sick, caring for others or afraid they'll get sick by leaving home. Some employers are developing plans and options to keep their companies in business despite absenteeism. A workable plan should include information about benefits, sick leave, and strategies that will allow work from home when possible. It should also discuss protecting employees' health at work.

A good plan also addresses continuity planning – how an organization can continue operating if key staff cannot work.

These are tough issues to solve now, but they will be much harder to decide during a flu pandemic. In Module 5, we provide more guidance on business continuity planning for both employers and employees.



Saving Money

Financial planners advise having three months of living expenses saved in case of any type of event that disrupts a paycheck. While this may seem like an overwhelming task, start now by doing the small things that add up slowly and steadily over time to create that financial protection. Maintain a separate savings account and add to it regularly. Good savers make a routine of “paying themselves” from each paycheck. Also, make sure a good chunk of any extra money, large or small – tax refund, gift, work bonus or inheritance – goes into savings. Remember, every little bit helps, no matter how small.

Money can't stop the flu, but it can provide the financial breathing room you need to recover. It could also save you from a painful decision: choosing between returning to work for a paycheck or staying home to care for a loved one with the flu.

Healthy Habits

You can help prevent illness in yourself and others by practicing healthy habits before, during and after a pandemic.



You can help prevent illness in yourself and others by practicing healthy habits before, during and after a pandemic.

- Cover your mouth and nose with a tissue when you cough and sneeze and then wash your hands
- If you don't have a tissue, cough and sneeze into your sleeve
- When washing your hands, use soap and warm water and scrub for 15 to 20 seconds
- Use alcohol-based hand sanitizer with at least 60% alcohol if soap and water are not available
- Avoid touching your eyes, nose and mouth
- Stay away from people who are sick
- Stay home if you are sick

History has shown that flu pandemics can be difficult times that breed fear and uncertainty. So much will be beyond anyone's control: the nature and strength of the virus, what age groups will be hit hardest, and when a vaccine will become available. However, this module presented concrete actions you can take now to protect yourself and your family. Waiting until a pandemic hits is too late to start planning. Plan now and act now. And in Module 3, you'll learn how to reduce the risk of catching the flu.



MODULE 2 ANSWERS

QUIZ 1: D – ALL OF THE ABOVE

A list of emergency contacts, a list of care providers and medical and insurance information are all essential parts of a good personal emergency plan.

QUIZ 2: B – NOT WIDELY AVAILABLE

Food and medical supplies may *not* be widely available during a pandemic.

QUIZ 3: D – ALL OF THE ABOVE

As a way to reduce the spread of pandemic flu, schools and day care centers may be closed. It's possible that the people you usually rely on will be sick with pandemic flu. Coordinating with other families may be the only way to provide care.

Let's Review!

- Create your *Pandemic Flu Personal Emergency Plan*
 - Emergency contacts
 - Care plan, including child care if schools are closed
 - Medical information, including advance directives
 - Insurance and pet information
 - Stockpiling food and supplies
- Ask your child's school leaders the right questions
- Save money in case a flu pandemic disrupts your paycheck

RESOURCES FOR MODULE 2

These resources were discussed to help develop your *Pandemic Flu Personal Emergency Plan*:

- *Pandemic Flu Personal Emergency Plan* (shown at the end of this module), from the New Jersey Department of Health and Senior Services
www.nj.gov/health/flu/documents/emergency_plan.pdf
- *Preparing for Disaster for People with Disabilities and Other Special Needs*, from Homeland Security, FEMA and the American Red Cross
www.fema.gov/pdf/library/pfd_all.pdf
- During a flu pandemic, this website will also provide information for people with special needs www.disabilitypreparedness.gov
- *Advance Directives for Health Care: Planning Ahead for Important Health Care Decisions*, from the New Jersey Bioethics Commission
www.state.nj.us/health/healthfacilities/publications.shtml
- *Food and Water in an Emergency* (shown at the end of this module), from Homeland Security, FEMA and the American Red Cross
www.fema.gov/pdf/library/f&web.pdf
- www.pandemicflu.gov
- www.njflupandemic.gov

When you review and update your plan every six months, be sure to check these websites for updated information as well.

See you in Module 3!

PANDEMIC FLU

Personal Emergency Plan

Before a pandemic happens, make a plan and share it with others so they know what to do. Change the date when you review and update your plan every six months.

To plan for a pandemic:

- ☐ Gather emergency contact information (page 2).
- ☐ Talk with loved ones and neighbors about how they would be cared for if they got sick (page 3).
- ☐ Keep medical information up to date (page 4).
- ☐ Record other important information, such as insurance policies or veterinarians (page 5).
- ☐ Store a two week supply of water, food, medications and supplies (page 6).

To limit the spread of germs and prevent illness in your household, teach everyone to:

- ☐ Wash their hands often with soap and water.
- ☐ Cover coughs and sneezes.
- ☐ Stay away from people who are sick.
- ☐ Stay home from work and school if they are sick.

Know where to get accurate and reliable information:

www.pandemicflu.gov

www.njflupandemic.gov

Pandemic Flu Personal Emergency Plan

EMERGENCY CONTACTS	
Contact	Name/phone number/email address
Local personal emergency contact	
Out-of-town personal emergency contact	
Local public health department	
Hospital	
Pharmacy	
Employer contact and emergency information	
School contact and emergency information	
Religious or spiritual organization	
Funeral home services	
Other	

Pandemic Flu Personal Emergency Plan

During a flu pandemic, schools may be closed for weeks. You may need someone to care for members of your household if you cannot be there for them or if you become sick. Look for more than one option. Don't forget to include yourself and your pets.

If you are not able to take off from work, take turns caring for children. Identify friends, neighbors and relatives who can help with child care. Have no more than 5 children per household. Reduce this number for infants and toddlers. It's okay to move children to different homes but keep the same children together.

CARE PLAN		
Household member	Care provider	Phone number/email address
	Provider:	
	Back-up:	
	Provider:	
	Back-up:	
	Provider:	
	Back-up:	
	Provider:	
	Back-up:	
	Provider:	
	Back-up:	

Pandemic Flu Personal Emergency Plan

MEDICAL INFORMATION	
Name:	Date of birth:
Doctor name and number:	Social security number:
Allergies/allergy medication:	Blood type:
Past/current medical conditions:	Pneumococcal vaccination date ¹ :
Current medication/dosages:	Advance directive ² : <input type="checkbox"/> Yes <input type="checkbox"/> No

Name:	Date of birth:
Doctor name and number:	Social security number:
Allergies/allergy medication:	Blood type:
Past/current medical conditions:	Pneumococcal vaccination date ¹ :
Current medication/dosages:	Advance directive ² : <input type="checkbox"/> Yes <input type="checkbox"/> No

¹ Pneumococcal vaccination is recommended for those: under 5 years old, 65 years or older, or have certain medical conditions.

² Keep a copy of the advance care directive (see www.state.nj.us/health/healthfacilities/publications.shtml) with your plan.

Pandemic Flu Personal Emergency Plan

INSURANCE INFORMATION (life, medical, homeowners)				
Policy holder	Company name/ policy type	Policy number	Phone number	Persons covered

PET INFORMATION		
Pet	Pet license number and expiration date	Veterinarian name and phone number

Pandemic Flu Personal Emergency Plan

EMERGENCY FOOD AND SUPPLIES	
Examples of foods that do not spoil easily or quickly and do not need refrigeration	Examples of medical, health and emergency supplies
<p>Store a two-week supply of water and food*</p> <ul style="list-style-type: none"> <input type="checkbox"/> Bottled water – one gallon per person per day for drinking and sanitation <input type="checkbox"/> Ready-to-eat canned meats, fish, fruits, vegetables, beans and soup <input type="checkbox"/> Protein or fruit bars <input type="checkbox"/> Dry cereal or granola <input type="checkbox"/> Peanut butter or nuts <input type="checkbox"/> Dried fruit <input type="checkbox"/> Crackers <input type="checkbox"/> Canned juices <input type="checkbox"/> Canned or jarred baby food and formula <input type="checkbox"/> Pet food <input type="checkbox"/> Other nonperishable foods 	<ul style="list-style-type: none"> <input type="checkbox"/> Prescribed medical supplies such as glucose and blood pressure monitoring equipment <input type="checkbox"/> Soap and water, or alcohol based (60–90%) hand wash <input type="checkbox"/> Medicines for fever, such as acetaminophen or ibuprofen <input type="checkbox"/> Thermometer <input type="checkbox"/> Anti-diarrheal medication <input type="checkbox"/> Vitamins <input type="checkbox"/> Fluids with electrolytes <input type="checkbox"/> Cleaning agent/soap <input type="checkbox"/> Flashlight <input type="checkbox"/> Batteries <input type="checkbox"/> Portable radio <input type="checkbox"/> Manual can opener <input type="checkbox"/> Garbage bags <input type="checkbox"/> Tissues, toilet paper and disposable diapers
<p>Money</p> <ul style="list-style-type: none"> <input type="checkbox"/> If possible, keep money in a savings account only to be used in an emergency. <input type="checkbox"/> Keep a small amount of cash at home. Small bills may be easier to use. 	
<p>Other items</p>	

* For shelf-life of foods for storage, rotation guidelines, tips for using the water stored in your house pipes, and other information, refer to your print-out of the *Food and Water in an Emergency* resource (www.fema.gov/pdf/library/f&web.pdf).

Food and Water in an Emergency



FEMA



**American
Red Cross**

Together, we can save a life



If an earthquake, hurricane, winter storm, or other disaster strikes your community, you might not have access to food, water, and electricity for days or even weeks. By taking some time now to store emergency food and water supplies, you can provide for your entire family.



Emergency Food Supplies

Even though it is unlikely that an emergency would cut off your food supply for two weeks, consider maintaining a supply that will last that long.

You may not need to go out and buy foods to prepare an emergency food supply. You can use the canned goods, dry mixes, and other staples on your cupboard shelves. Be sure to check expiration dates and follow the practice of first-in, first-out.

PREPARING AN EMERGENCY FOOD SUPPLY

As you stock food, take into account your family's unique needs and tastes. Familiar foods are important. They lift morale and give a feeling of security in times of stress. Try to include foods that they will enjoy and that are also high in calories and nutrition. Foods that require no refrigeration, water, special preparation, or cooking are best.

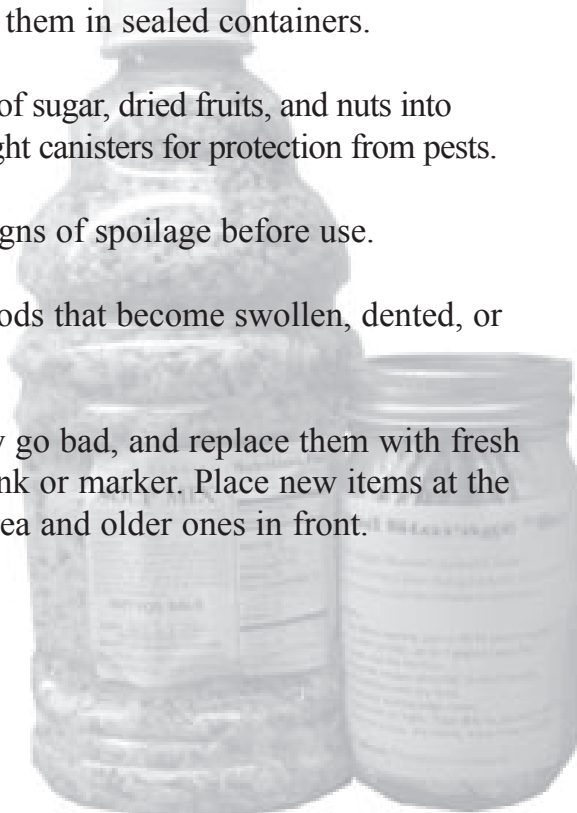


Individuals with special diets and allergies will need particular attention, as will babies, toddlers, and the elderly. Nursing mothers may need liquid formula, in case they are unable to nurse. Canned dietetic foods, juices, and soups may be helpful for ill or elderly people.

Make sure you have a manual can opener and disposable utensils. Don't forget nonperishable foods for your pets.

STORAGE TIPS

- ♦ Keep food in a dry, cool spot—a dark area if possible.
- ♦ Open food boxes and other re-sealable containers carefully so that you can close them tightly after each use.
- ♦ Wrap perishable foods, such as cookies and crackers, in plastic bags and keep them in sealed containers.
- ♦ Empty open packages of sugar, dried fruits, and nuts into screw-top jars or air-tight canisters for protection from pests.
- ♦ Inspect all food for signs of spoilage before use.
- ♦ Throw out canned goods that become swollen, dented, or corroded.
- ♦ Use foods before they go bad, and replace them with fresh supplies, dated with ink or marker. Place new items at the back of the storage area and older ones in front.



SHELF-LIFE OF FOODS FOR STORAGE

The following provides some general guidelines for replacement of common emergency foods.

Use within six months:

- ♦ Powdered milk - *boxed*
- ♦ Dried fruit
- ♦ Dry, crisp crackers
- ♦ Potatoes

Use within one year, or before the date indicated on the label:

- ♦ Canned condensed meat and vegetable soups
- ♦ Canned fruits, fruit juices, and vegetables
- ♦ Ready-to-eat cereals and uncooked instant cereals
- ♦ Peanut butter
- ♦ Jelly
- ♦ Hard candy and canned nuts
- ♦ Vitamins

May be stored indefinitely (in proper containers and conditions):

- ♦ Wheat
- ♦ Vegetable oils
- ♦ Dried corn
- ♦ Baking powder
- ♦ Soybeans
- ♦ Instant coffee, tea, and cocoa
- ♦ Salt
- ♦ Noncarbonated soft drinks
- ♦ White rice
- ♦ Bouillon products
- ♦ Dry pasta
- ♦ Powdered milk – *in nitrogen-packed cans*

IF THE ELECTRICITY GOES OFF...

FIRST...

Use perishable food from the refrigerator, pantry, garden, etc.

THEN...

Use the foods from the freezer. To limit the number of times you open the freezer door, post a list of freezer contents on it. In a well-filled, well-insulated freezer, foods will usually still have ice crystals in their centers (meaning foods are safe to eat) for at least two days. Check to make sure the seal on your freezer door is still in good condition.

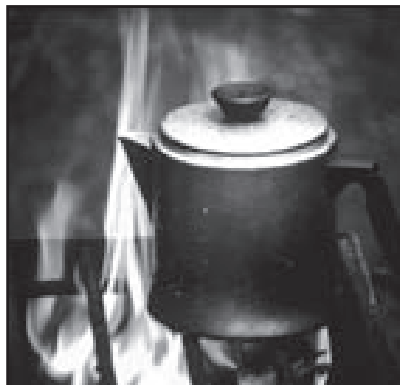
FINALLY...

Begin to use non-perishable foods and staples.



HOW TO COOK IF THE POWER GOES OUT

For emergency cooking indoors, you can use a fireplace. A charcoal grill or camp stove can be used outdoors. You can keep cooked food hot by using candle warmers, chafing dishes, and fondue pots. Use only approved devices for warming food. Canned food can be eaten right out of the can. If you heat it in the can, be sure to open the can and remove the label before heating. Always make sure to extinguish open flames before leaving the room.



WHEN FOOD SUPPLIES ARE LOW

If activity is reduced, healthy people can survive on half their usual food intake for an extended period and without any food for many days. Food, unlike water, may be rationed safely, except for children and pregnant women.

If your water supply is limited, don't eat salty foods, since they will make you thirsty. Instead, eat salt-free crackers, whole grain cereals, and canned foods with high liquid content.

NUTRITION TIPS

During and after a disaster, it is vital that you maintain your strength. Remember the following:

- ♦ Eat at least one well-balanced meal each day.
- ♦ Drink enough liquid to enable your body to function properly (two quarts or a half gallon per day).
- ♦ Take in enough calories to enable you to do any necessary work.
- ♦ Include vitamin, mineral, and protein supplements in your stockpile to ensure adequate nutrition.

Emergency Water Supplies

Having an ample supply of clean water is a top priority in an emergency. A normally active person needs to drink at least two quarts (half gallon) of water each day. People in hot environments, children, nursing mothers, and ill people will require even more.

You will also need water for food preparation and hygiene. Store at least one gallon per person, per day. Consider storing at least a two-week supply of water for each member of your family. If you are unable to store this quantity, store as much as you can.

If supplies run low, never ration water. Drink the amount you need today, and try to find more for tomorrow. You can minimize the amount of water your body needs by reducing activity and staying cool.



PREPARE AND STORE AN EMERGENCY SUPPLY OF WATER

To prepare the safest and most reliable emergency supply of water, it is recommended that you purchase commercially bottled water. Keep bottled water in its original container, and do not open it until you need to use it.



Store bottled water in the original sealed container, and observe the expiration or “use by” date.

If You Are Preparing Your Own Containers of Water...

It is recommended to purchase food-grade water storage containers from surplus or camping supplies stores to use for water storage.

If you decide to re-use storage containers, choose two-liter plastic soft drink bottles – not plastic jugs or cardboard containers that have had milk or fruit juice in them. The reason is that milk protein and fruit sugars cannot be adequately removed from these containers and provide an environment for bacterial growth when water is stored in them. Cardboard containers leak easily and

are not designed for long-term storage of liquids. Also, do not use glass containers, because they are heavy and may break.

Preparing Containers

- ♦ Thoroughly clean the bottles with dishwashing soap and water, and rinse completely so there is no residual soap.
- ♦ Additionally, for plastic soft drink bottles, sanitize the bottles by adding a solution of 1 teaspoon of non-scented liquid household chlorine bleach to a quart (1/4 gallon) of water. Swish the sanitizing solution in the bottle so that it touches all surfaces. After sanitizing the bottle, thoroughly rinse out the sanitizing solution with clean water.

Filling Water Containers

- ♦ Fill the bottle to the top with regular tap water. (If your water utility company treats your tap water with chlorine, you do not need to add anything else to the water to keep it clean.) If the water you are using comes from a well or water source that is not treated with chlorine, add two drops of non-scented liquid household chlorine bleach to each gallon of water.
- ♦ Tightly close the container using the original cap. Be careful not to contaminate the cap by touching the inside of it with your fingers. Write the date on the outside of the container so that you know when you filled it. Store in a cool, dark place.
- ♦ Replace the water every six months if not using commercially bottled water.

HIDDEN WATER SOURCES IN YOUR HOME

Safe water sources in your home include the water in your hot-water tank, pipes, and ice cubes. You **should not** use water from toilet flush tanks or bowls, radiators, waterbeds, or swimming pools/spas.

You will need to protect the water sources already in your home from contamination if you hear reports of broken water or sewage lines, or if local officials advise you of a problem. To shut off incoming water, locate the main valve and turn it to the closed position. Be sure you and other family members know beforehand how to perform this important procedure.

To use the water in your pipes, let air into the plumbing by turning on the faucet in your home at the highest level. A small amount of water will trickle out. Then obtain water from the lowest faucet in the home.

To use the water in your hot-water tank, be sure the electricity or gas is off, and open the drain at the bottom of the tank. Start the water flowing by turning off the water intake valve at the tank and turning on a hot-water faucet. Refill the tank before turning the gas or electricity back on. If the gas is turned off, a professional will be needed to turn it back on.

EMERGENCY OUTDOOR WATER SOURCES

If you need to find water outside your home, you can use these sources. Be sure to treat the water according to the instructions on the next page before drinking it.

- ♦ Rainwater
- ♦ Streams, rivers, and other moving bodies of water
- ♦ Ponds and lakes
- ♦ Natural springs

Avoid water with floating material, an odor, or dark color. Use saltwater only if you distill it first. You should not drink flood water.

WAYS TO TREAT WATER

The instructions below are for treating water of uncertain quality in rare emergency situations in the absence of instructions from local authorities when no other reliable clean water source is available and you have used all of your stored water. If you store enough water in advance, you will not need to treat water using these or other methods.

In addition to having a bad odor and taste, contaminated water can contain microorganisms (germs, bacteria, and viruses) that cause diseases such as dysentery, typhoid, and hepatitis. You should treat all water of uncertain quality before using it for drinking, food preparation, or hygiene.

There are many ways to treat water, though none are perfect. Often the best solution is a combination of methods.

Boiling or chlorination will kill most microorganisms but will not remove other contaminants such as heavy metals, salts, and most other chemicals. Before treating, let any suspended particles settle to the bottom, or strain them through layers of paper towel, clean cloth, or coffee filter.

Boiling

Boiling is the safest method of treating water. In a large pot or kettle, bring water to a rolling boil for 1 full minute, keeping in mind that some water will evaporate. Let the water cool before drinking.

Boiled water will taste better if you put oxygen back into it by pouring the water back and forth between two clean containers. This will also improve the taste of stored water.

Chlorination

You can use household liquid bleach to kill microorganisms. Use only regular household liquid bleach that contains 5.25 to 6.0 percent sodium hypochlorite. Do not use scented bleaches, colorsafe bleaches, or bleaches with added cleaners. Because the potency of bleach diminishes with time, use bleach from a newly opened or unopened bottle.

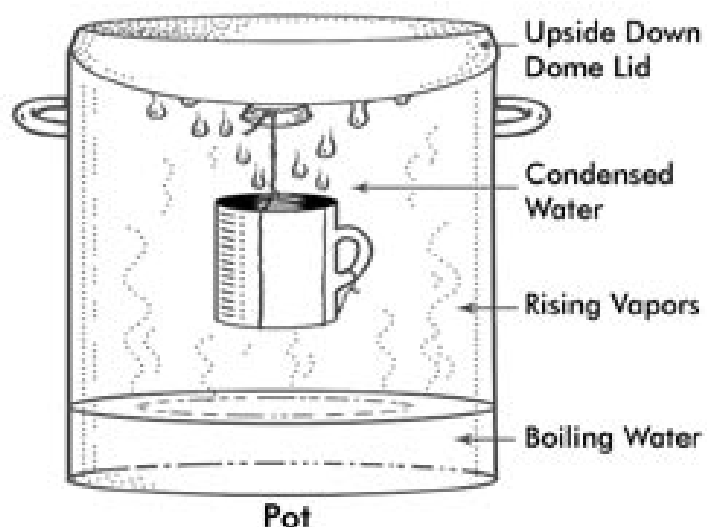
Add 16 drops (1/8 teaspoon) of bleach per gallon of water, stir and let stand for 30 minutes. The water should have a slight bleach odor. If it doesn't, then repeat the dosage and let stand another 15 minutes. If it still does not smell of bleach, discard it and find another source of water.

Other chemicals, such as iodine or water treatment products (sold in camping or surplus stores) that do not contain 5.25 to 6.0 percent sodium hypochlorite as the only active ingredient, are not recommended and should not be used.

Distillation

While the two methods described above will kill most microorganisms in water, distillation will remove microorganisms that resist these methods, as well as heavy metals, salts, and most other chemicals.

Distillation involves boiling water and then collecting the vapor that condenses back to water. The condensed vapor will not include salt or most other impurities. To distill, fill a pot halfway with water. Tie a cup to the handle on the pot's lid so that the cup will hang right-side-up when the lid is upside-down (make sure the cup is not dangling into the water), and boil the water for 20 minutes. The water that drips from the lid into the cup is distilled. (See illustration.)



Disaster Supplies Kit

In the event you need to evacuate at a moment's notice and take essentials with you, you probably will not have the opportunity to shop or search for the supplies you and your family will need. Every household should assemble a disaster supplies kit and keep it up to date.

A disaster supplies kit is a collection of basic items a family would probably need to stay safe and be more comfortable during and after a disaster. Disaster supplies kit items should be stored in a portable container(s) near, or as close as possible to, the exit door. Review the contents of your kit at least once per year or as your family needs change. Also, consider having emergency supplies in each vehicle and at your place of employment.

The following should be included in your basic disaster supplies kit:

- ◆ Three-day supply of nonperishable food and manual can opener.
- ◆ Three-day supply of water (one gallon of water per person, per day).
- ◆ Portable, battery-powered radio or television, and extra batteries.
- ◆ Flashlight and extra batteries.
- ◆ First aid kit and manual.
- ◆ Sanitation and hygiene items (hand sanitizer, moist towelettes, and toilet paper).
- ◆ Matches in waterproof container.
- ◆ Whistle.
- ◆ Extra clothing and blankets.
- ◆ Kitchen accessories and cooking utensils.
- ◆ Photocopies of identification and credit cards.
- ◆ Cash and coins.
- ◆ Special needs items such as prescription medications, eye glasses, contact lens solution, and hearing aid batteries.
- ◆ Items for infants, such as formula, diapers, bottles, and pacifiers.
- ◆ Tools, pet supplies, a map of the local area, and other items to meet your unique family needs.

Learn More

The Federal Emergency Management Agency's Community and Family Preparedness Program and American Red Cross Community Disaster Education are nationwide efforts to help people prepare for disasters of all types.

For more information, please contact your local emergency management office or American Red Cross chapter. This booklet and the preparedness materials listed below are online at www.fema.gov and www.redcross.org. Other preparedness materials are available at these sites, as well as at www.ready.gov.

These publications are also available by calling FEMA at 1-800-480-2520, or writing:

**FEMA
P.O. Box 2012
Jessup, MD 20794-2012**

Publications with an "A" number are available from your local American Red Cross chapter.

- ♦ Are You Ready? An In-depth Guide to Citizen Preparedness (IS-22)
- ♦ Preparing for Disaster (FEMA 475) (A4600)
- ♦ Preparing for Disaster for People with Disabilities and other Special Needs (FEMA 476) (A4497)
- ♦ Helping Children Cope with Disaster (FEMA 478) (A4499)

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